



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/5758065
Dated/दिनांक : 28-12-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	18-01-2025 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	18-01-2025 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	60 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Railways
Department Name/विभाग का नाम	Indian Railways
Organisation Name/संगठन का नाम	South East Central Railway
Office Name/कार्यालय का नाम	Hq New General Manager Secur
क्रेता ईमेल/Buyer Email	shivnath.namdeo@gov.in
Item Category/मद केटेगरी	Monthly Basis Cab & Taxi Hiring Services - SUV; 2400 KM x 320 Hrs; Outstation 24*7
Contract Period/अनुबंध अवधि	2 Year(s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No

Bid Details/बिड विवरण	
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	1353000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Arbitration Clause	No
Mediation Clause	No

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	27100

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	30

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

FA and CAO S.E.C. Railway
Office of Sr.DEN/Co/, 1st Floor DRM Office Complex, Nagpur MH-440001
(Fa And Cao S.e.c. Railway Bilaspur)

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता

Yes

1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
2. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
4. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
 2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
 3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Scope of Work:[1735368217.pdf](#)

Monthly Basis Cab & Taxi Hiring Services - SUV; 2400 KM X 320 Hrs; Outstation 24*7 (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Vehicle Type	SUV
Type of car (Please select at least 3 options)	Maruti Suzuki Ertiga , Hyundai Creta
Usage Variant	2400 KM x 320 Hrs
Type of Service	Outstation 24*7
Year of Vehicle Model	2023 , 2024 , 2022
Km Travelled	Upto 1,00,000 Kms

Specification	Values
Air Conditioning Requirement	Non-A/C
Area of Operation	Hilly + Plain Area
Fuel Type	Diesel
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicle(s)	Additional Requirement/अतिरिक्त आवश्यकता
1	Sushil Kumar Shivshankar Mourya	440001,DRM Office, Nagpur	1	<ul style="list-style-type: none"> Duration in Months : 24

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1). Scope: The hired vehicle i.e. One Non AC SUV will have to perform all the work of transportation of Sr. DEN/CO/Nagpur S.E. C. Railway in Nagpur Division along with Driver to and from and also as and when required, including Sundays and holidays as notified by the Railway Administration from time to time at the discretion of Railway. Base station: NAGPUR (MH) 440001.

2). In case of any conflict between GeM standard tender condition and special condition added by buyer, special condition added by buyer will prevail over standard GeM condition.

3). Payment terms/Invoice creation by service provider:

i. Calculation of Running charges for invoice creation: Total Monthly package charges quoted by bidder as per GeM contract - Rs. X a). MONTHLY BASIC CHARGE "A" = Rs. 0.55 * X b). MONTHLY RUNNING CHARGE "B" = Rs. 0.45 * X Note: (*) stands for multiply and (/) stands for Division c). RUNNING CHARGES PER KM "C" (Rs. /Km) = (B / sanctioned km) Sanctioned km/package as per this Bid.

ii. Monthly invoice bill = Rs. [A + C * (Actual km run in a month as per log book)]

iii. Consignee shall ensure that the bill raised by service provided is as per this clause of this ATC and no any payment will be given other than mentioned in para 3 above. Necessary penalty and deductions shall be deducted before approval of invoice in GeM. In all other cases, invoice shall be summarily rejected. Invoice shall be approved by min Gazetted officer of User/User department.

4). Eligibility/Documents required for Bid. In the absence of above, bid will be summarily rejected:

i. Vehicle ownership Documents (Valid RC copy in name of bidder) registered as TAXI/MAXI/CAB/Transport Permit. In the absence of these docs, the offer will be summarily rejected.

ii. If offered vehicle is sublated from owner, Notarized Lease agreement between owner and bidder shall be attached with bid. In the absence of these docs wherever applicable.

iii. Past performance of hiring of one vehicle (IREPS/GEM contract copy) to any Railway/PSU/Central/ State govt/Public listed Company in last 3 Financial year and including current year shall be attached with offer. Ongoing contracts shall also be acceptable. In the absence of performance, **the offer will be summarily rejected.**

iv. Location of service provider doc as per clause (7)

5). Without prejudice to Buyer's right to price adjustment by way of discount or any other right or remedy available to Buyer, Buyer may terminate the contract or any part thereof by a written notice to the Seller, if: (i)The seller fails to comply with any material term of the contract (ii)The Seller informs Buyer of its inability to deliver the Material(s)/service or any part thereof within the stipulated delivery period or such inability otherwise becomes apparent. (iii)The Seller fails to deliver the Material(s)/Service or any part thereof within the stipulated Delivery Period and/or to replace/rectify/ any rejected or defective Material(s)/Service promptly. (iv)The Seller becomes bankrupt or goes into liquidation. (v)The Seller makes a general assignment for the benefit of creditors (vi)A receiver is appointed for any substantial property owned by the Seller, (vii)The Seller has misrepresented to Buyer, acting on which misrepresentation Buyer has placed the Purchase Order on the Seller.

6). Bidder financial standing: The bidder should not be under liquidation; court receivership or similar proceedings should not be bankrupt. **Bidder to upload undertaking to this effect with bid.**

7). Service & Support AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the district of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED (i.e. MSE certificate, UDM, Udyam, Gumasta, GST certificate, PAN card of firm etc). (Self Declaration/Kirayanama will not be considered).

8). PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location as per minimum wages act / labour laws.

9). Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C (Name of the Buyer). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favor of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date. Address for submission of EMD : Office of SR DEN/Co-ord, 1st floor, DRM complex, SECR, Nagpur MH 440001.

10). Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of FA AND CAO BILASPUR SECR A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favor of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract. Address for submission of EPBG : Office of SR DEN/Co-ord, 1st floor, DRM complex, SECR, Nagpur MH 440001.

11). Duration of the service contract may be extended up to 6 months beyond the initial contract duration (subject to satisfactory performance and mutual consent).

12). Bidders are advised to check applicable GST on their own before quoting. Buyer will not take any responsibility in this regard. GST reimbursement will be as per actual or as per applicable rates (whichever is lower). subject to the maximum of quoted GST %

- 13). Vehicle should be registered in the name of Tenderer and should not sublet any part of the contract. However, the Tenderer can have Lease Agreement with the owner of the vehicle/cab aggregator on nonjudicial stamp paper for the tenure of the contract, which should be submitted along with the bid. The Tenderer is required to submit the Vehicle registration details along with supporting documents of the vehicle fulfilling the category, specifications etc.
- 14). It should be stipulated that the vehicle supplied should be registered with TAXI/MAXI/CAB/Transport Permit. Bids of other than commercial vehicles should be summarily rejected. It should have "Valid Fitness certificate commercial license" (Permit for Commercial Vehicles shall cover all States in S.E.C. Railway jurisdiction or as considered necessary by the Department/ Division/ Unit calling the tender from the appropriate Regional Road Transport Authority of the concerned State Govt./Union Territory), valid insurance and should meet requirements of pollution standard etc. as per provisions of Motor Vehicle Act and fulfil any other statutory obligations as applicable including all safety approved accessories/equipment fitted to the vehicle. Driver should possess a valid driving license, Aadhar Card on his name and employee identification card issued by the Contractor at all times.
- 15). The vehicle proposed to be offered on hire should be in good condition and not more than 3 years old, on the date of opening of tender.
- 16). All Hired vehicles should be equipped with prescribed emergency medical kit and a fire extinguisher as per statutory provisions.
- 17). The vehicle should be available on all days including holidays.
- 18). PVC is not applicable to the tender.
- 19). A Log Book for each vehicle shall be maintained by the Contractor for the hired vehicles. The KM utilized shall be entered in it on a daily basis to ensure proper account and payment at the end of every month /specified period.
- 20). One weekly off is permitted to the driver normally on Sundays however it may be deferred to some other day at the discretion of the officer in charge to whom the vehicle is attached.
- 21). Normal working hours may be advised by the user department however the vehicle shall be available for all 24 hours for use as and when required. The driver of the vehicle shall keep himself in contact with the officer in charge.
- 22). The vehicle supplied should be neat, clean and in good fettle. The driver must be well dressed and in white or grey uniform.
- 23). Mobile phone should be provided to the vehicle driver with a smart handset.
- 24). As and when required by officers, vehicles can also be utilized for travelling outstation i.e. more than 50 Km.
- 25). Vehicle required to be parked at officer's residence or office premises.
- 26). Vehicle must have a minimum 200 km range 12 litres fuel available on each service providing a day to avoid service interruption. Failing to above condition will be treated as not availability of services and to 5 / 7 be dealt as per the existing penalty clause available in GEM i.e.' SLA clause No. 8(7) of GeM contract/ Special conditions of contract.
- 27). The contract will also be governed by GeM SLA, Buyer specific Bid ATC, and Railways GCC of service contract as amended from time to time by the Railway Board.
- 28). The vehicle provided will meet the latest government standards for safety and pollution i.e. minimum 5-6 or Bharat Stage VI or latest applicable or any other rules/provisions as issued by state/central government.
- 29). Service provider has no authority to question the motive/travelling movement of the officer or vehicle.
- 30). The service provider shall comply with all rules & regulations issued by state/central government from time to time, applicable to this contract.
- 31). Penalty clauses applicable as per GeM SLA of Bid.
- 32). On reasons considered beyond administrative control of buyer, Upon intimation of User/Consignee, buyer reserves the right to terminate full/part of contract without consent of seller by giving 7 days' notice to

firm (Transfer of official, vacancy of post, FMC , Non availability of funds in a FY, etc).

33). SECR Policies: (i) S/G/Vehicle policy/22 dtd. 03.10.2022 (ii). DGM/SECR/Vehicle policy/2022/2144 dtd 08.09.2022, (iii). S/G/Vehicle policy/22 dtd. 19.10.2022 and iv). DGM/SECR/Vehicle policy/2024/86 dtd 11.03.2024.

34). Vehicle shall remain available for 24x7 along with Driver with User. Delay on account of non-Availability of Driver is not acceptable. Service of Driver shall be kept in accordance with latest labour laws

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---